

# Leadership Learning Academy

## Board Meeting Minutes

### Wednesday, August 28, 2024



**Location:** Academica West, 290 N. Flint Street, Kaysville, UT 84037

**In Attendance:** Terry Capener, David Gray, Jimmy Sunlight, Deb Hansen,

**Excused:** Chuma Uzoh,

**Others in Attendance:** Dawn Benke (via Zoom), Jared Buckley, Janey Stoddard, Dawn Kawaguchi,

**MISSION:** Our mission is to provide an educational experience that empowers individuals to become leaders who embody integrity, respect, and resilience and value community. Through our Flight Crews, we foster personal growth, challenge individuals to positively impact the world, and cultivate lifelong learning.

**VISION:** At **Leadership Learning Academy**, we embrace The Flyer Creed, creating a thriving school community where everyone learns, grows, and serves with compassion and unity.

## Minutes

### 2024-2025 Strategic School Plan

Schoolwide Unity & Collaboration by Implementing the CREW Program  
Teacher & Staff Development  
Fiscal Responsibility  
Continue Growth & Maintain Literacy Proficiency

### 5:38 PM – INTRODUCTORY ITEMS

- Welcome & Roll Call – Terry Capener
- Board Mission – David
- School Mission – Jimmy
- School Vision – Deb

**There was no PUBLIC COMMENT.** This was the first public comment period for the maturation curriculum and Mystery Science curriculum.

### REPORTS

#### ➤ Administration

- State of the School – Jared Buckley highlighted the recent events at both campuses with the donated backpacks from Lagoon and Farmington Axillary Club. There was a discussion on if there are items needed that weren't included and if more backpacks are needed for next year. Other items discussed was recent evidence working towards strategic plan including students working on unity and collaboration, community counsel and engaging community members.

Additionally, he talked about the School's focus on professional development for its staff, which has led to increased monthly cycles and improved classroom management. Jared discussed the current enrollment trends, noting a 2% decrease in students from the previous year. He expressed optimism about the progress made in improving math performance, with most schools setting clear goals for this area. Jared also shared about the successful efforts to reduce carpooling time, which significantly improved teacher satisfaction. Lastly, he mentioned a successful back-to-school event, highlighting the grilled hot dogs that were a hit among the attendees.

- Amended Attendance Administrative Procedures – Janey Stoddard reviewed the Attendance Administrative Procedures. She explained the updated definitions of terms such as chronic absenteeism and valid excuses for absence and noted that certain family events are no longer considered valid excuses. Janey also outlined the new procedure for attendance matters, including medical documentation and makeup work for students with attendance issues. She further discussed the recent changes to the laws regarding compulsory education violation, emphasizing the importance of prevention and intervention before issuing a notice, and the possibility of an appeal if the notice was sent unfairly. She stressed that schools should continue to proactively reach out to families to ensure students are attending school regularly. There was a discussion on difficulties when contacting DCFS.

➤ **Board of Directors**

- Financial Review – Jimmy Sunlight reported on the financials as of July 31<sup>st</sup>. We are 8.3% through the year. He mentioned that these financials may change until the state sources are trued up with the actual student numbers. He reminded the board the federal funds must be spent first and submitted for reimbursement. The PTIF is currently at about 5.4% interest.
- Update Board Bios – Terry Capener asked everyone to review their bios on the website and consider updating it if necessary.

**CONSENT ITEMS**

- July 31, 2024 Electronic Board Meeting Minutes – There was no further discussion. **Deb Hansen made a motion to approve the consent items. Jimmy Sunlight seconded the motion. The votes were as follows:**

**Terry Capener – Aye  
Jimmy Sunlight – Aye  
David Gray – Aye  
Deb Hansen – Aye**

**Motion passed unanimously.**

**VOTING ITEMS**

- Lexia Core5 Reading License Renewal – Jared Buckley stated that this is an early intervention program for K-3 literacy that the state helps fund. **Jimmy Sunlight made a motion to approve the Lexia Core5 Reading license renewal in the amount of \$27,600. David Gray seconded the motion. The votes were as follows:**

**Terry Capener – Aye  
Jimmy Sunlight – Aye**

**David Gray – Aye**

**Deb Hansen – Aye**

**Motion passed unanimously.**

- Policy Amendments – Jared Buckley asked Janey Stoddard to go over the policies below.
- Arrest Reporting Policy (Procedures) – Janey reviewed the amended Arrest Reporting Policy. Changes included the time to report an arrest to the school, updates to the code and due process.
  - Selection, Approval, and Purchase of Instructional Materials Policy – There have been a lot of changes to this policy, but they have now added a sensitive materials review which includes library books to this policy. It provides guidelines for the school to follow if they have a request for a review and then a chance to appeal. With this updated policy, it has been recommended to rescind the Library Materials Policy due to overlap in both policies.

**David Gray made a motion to approve the amended Arrest Reporting Policy and approve the amended Selection, Approval, & Purchase of Instructional Materials Policy including the name change to Instructional Materials Policy and rescind the Library Materials Policy and Administrative Procedures. Deb Hansen seconded the motion. The votes were as follows:**

**Terry Capener – Aye**

**Jimmy Sunlight – Aye**

**David Gray – Aye**

**Deb Hansen – Aye**

**Motion passed unanimously.**

#### **OTHER BUSINESS ITEMS**

- Calendaring Items – Terry Capener
- Scheduled Electronic Board Meeting on September 25<sup>th</sup> @ 2:30 p.m. to approve the LEA Specific Licenses which are due on October 1<sup>st</sup>. Dawn will send calendar invite.
  - Next Pre-Board Meeting – October 7<sup>th</sup> may need to move the time
  - Next Board Meeting – October 21<sup>st</sup> @ Lagoon
  - Holiday Social moved to November 25<sup>th</sup>
  - NCSC25 Orlando, FL – June 29 – July 2

**There was no CLOSED SESSION.**

**6:39 PM – Deb Hansen made a motion to ADJOURN. Jimmy Sunlight seconded the motion.**

**The votes were as follows:**

**Terry Capener – Aye**

**Jimmy Sunlight – Aye**

**David Gray – Aye**

**Deb Hansen – Aye**

**Motion passed unanimously.**